

**STATE OF MICHIGAN
JUDICIAL CIRCUIT
COUNTY****CITIZEN ADVISORY COMMITTEE
REQUEST TO ACCESS
FRIEND OF THE COURT RECORDS****CASE NO.**

Court address

Court telephone no.

Plaintiff's name and address

v

Defendant's name and address

REQUEST

1. The citizen advisory committee for _____ County is investigating Grievance Number _____ and requests access to the following records:

Date _____

Signature authorized representative _____

FRIEND OF THE COURT RESPONSE

2. ☐ a. The citizen advisory committee is not requesting confidential information. The request is granted.
☐ b. The citizen advisory committee requested information that may be confidential.

The parties, citizen advisory committee, government agency, or other interested persons have 14 days from the date this notice is mailed to them to file a written response with the judge assigned to the case at the court address shown above. The response must state why the information should or should not be provided. The citizen advisory committee must make a clear demonstration that the requested information is necessary to the performance of its duties and that release of that information will not impair the rights of a party or the well-being of a child involved in the case.

After 14 days from the date this notice is mailed, the judge will decide whether to grant or deny the request. If the request is granted, the judge may impose terms and conditions to protect the rights of a party or the well-being of a child.

- ☐ 3. I certify that on this date a copy of this request and response was mailed by ordinary mail to the last known addresses of the:
☐ Parties ☐ Citizen Advisory Committee ☐ Government agency

NOTE: The clerk of the court must forward to the judge assigned to the case this notice and any written responses received.

Date _____

Friend of the court or designee _____

DECISION ON REQUEST

4. ☐ a. The request is granted in full because the
☐ information is not confidential.
☐ citizen advisory committee has made a clear demonstration that the information, which is confidential, is necessary to the performance of its duties and that release will not impair the rights of a party or the well-being of a child in the case.
- ☐ b. The request is denied.
- ☐ c. The request is granted
☐ for all of the requested information subject to the conditions stated below.
☐ in part, and subject to the conditions stated below, because the citizen advisory committee did not clearly demonstrate that either: a) the information is necessary to the performance of its duties; or b) the release of the information will not impair the rights of a party or the well-being of a child involved in the case.

Conditions: _____

5. This decision is effective 7 days after the date of this decision unless a motion regarding the decision is filed **and** noticed for hearing within that time. If a motion is filed and noticed for hearing, this decision is vacated.

Date _____

Judge _____

MCL 552.504b, MCR 3.218